

# Seattle TGA Ryan White Program Standards

## Housing Services

*Approved by the Planning Council on October 12, 2020*

**HRSA Definition:** Housing services provide transitional, short-term, or emergency housing assistance to enable a client or family to gain or maintain outpatient/ambulatory health services and treatment. Housing services include housing referral services and transitional, short-term, or emergency housing assistance.

Transitional, short-term, or emergency housing provides temporary assistance necessary to prevent homelessness and to gain or maintain access to medical care. Housing services must also include the development of an individualized housing plan, updated annually, to guide the client's linkage to permanent housing. Housing services also can include housing referral services: assessment, search, placement, and advocacy services; as well as fees associated with these services.

Eligible housing can include either housing that:

- Provides some type of core medical or support services (such as residential substance use disorder services or mental health services, residential foster care, or assisted living residential services); or
- Does not provide direct core medical or support services, but is essential for a client or family to gain or maintain access to and compliance with HIV related outpatient/ambulatory health services and treatment. The necessity of housing services for the purposes of medical care must be documented.

**Program Guidance:** HIV/AIDS BUREAU (HAB) POLICY 16-02-18 Ryan White HIV/AIDS Program (RWHAP) recipients and sub recipients must have mechanisms in place to allow newly identified clients access to housing services. RWHAP recipients and sub recipients must assess every client's housing needs at least every six months to determine the need for new or additional services. In addition, RWHAP recipients and sub recipients must develop an individualized housing plan for each client receiving housing services and update it every six months. RWHAP recipients and sub recipients must provide HAB with a copy of the individualized written housing plan upon request.

RWHAP Part A, B, C, and D recipients, sub recipients, and local decision making planning bodies are strongly encouraged to institute duration limits to housing services. The U.S. Department of Housing and Urban Development (HUD) defines transitional housing as up to 24 months and HRSA/HAB recommends that recipients and sub recipients consider using HUD's definition as their standard.

Housing services cannot be in the form of direct cash payments to clients and cannot be used for mortgage payments.

**Seattle TGA Definition to include Directives:** Housing Services are limited to temporary assistance to support transitional, short-term, or emergency housing to enable a client or family to gain or maintain outpatient/ambulatory health services. Housing assistance is limited to 24 months per household; however, the subrecipient can work with staff to extend housing assistance on a

case-by-case basis. It is the expectation of the Ryan White Grantee that households served with these dollars will receive supportive services to meet the level of the household's needs.

**Eligible Services:**

- Housing that prioritizes addressing health disparities.
- Housing that provides some type of medical or supportive services such as medical respite services or supportive transitional programming that is essential for gaining or maintaining access to and compliance with HIV related outpatient/ambulatory health services and treatment.
- Housing that does not provide direct medical or supportive services, but is essential for gaining or maintaining access to and compliance with HIV related outpatient/ambulatory health services and treatment.
- *All of the dollars in this service category are for bednights, not supportive services. (See Housing Non-Medical Case Management for services). Separate sub-priorities have not been made for specific housing interventions to allow for flexibility. However, it is hoped that Transitional housing is maximized.*
  - Emergency Housing Bednights:
    - Purpose: Bednights provided for PLWH through emergency housing placements at a local homeless shelter or motel/hotel.
  - Transitional Housing Bednights:
    - Purpose: Bednights provided for PLWH through transitional housing placements.

**All Housing Services**

**1.0 General Standards**

	STANDARD	MEASURE
1.1	Program adheres to Seattle TGA Ryan White Program General Standards	Part A site visit documents adherence

**2.0 Staff & Volunteer Qualifications and Training**

	STANDARD	MEASURE
2.1	Program adheres to Seattle TGA Ryan White Program General Standards	Part A site visit documents adherence

**3.0 Services**

	STANDARD	MEASURE
3.1	Agency must ensure that all units paid for by Ryan White Part A funds comply with local, state, and federal guidelines for housing (emergency and transitional).	Agency has on file documentation that shows compliance.
3.2	Clients have a demonstrated need for housing in order to gain or maintain access to HIV-related medical care and/or to stay adherent to treatment regimens.	Documentation of housing need
3.3	Each client has an initial assessment, which details their housing history, barriers, and current housing needs. The assessment is updated every 6 months in conjunction with the housing plan.	Documentation in client record

3.4	Each client has a mutually agreed upon housing plan that includes next steps. The housing plan is reviewed and updated every six months and a copy is offered to the client.	Documentation in client record
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#### 4.0 Sub-Priority 1: Emergency Housing

	STANDARD	MEASURE
4.1	<p>The following is documented for each Emergency Housing Assistance applicant:</p> <ul style="list-style-type: none"> <li>• Nature of the emergency</li> <li>• Type of assistance provided (such as shelter bed or hotel/motel)</li> <li>• Reasons for denial of services, if applicable</li> <li>• Referrals provided, if applicable</li> </ul> <p>As defined in their housing plan, the client who is or whose household is placed in hotels/motels must meet with a case manager and be actively working on their housing plan. It is suggested that they meet with a case manager at least once per month.</p>	<p>Documentation in client record</p> <p>Documentation of case manager connections in client record.</p>
4.2	Emergency Housing is provided for a limited duration (up to 24 months)	Review bednights

#### 5.0 Sub-Priority 2: Transitional Housing

	STANDARD	MEASURE
5.1	Transitional Housing is provided for a limited duration (up to 24 months)	Review bednights

#### 6.0 Case Closure

	STANDARD	MEASURE
6.1	Program adheres to Seattle TGA Ryan White Program General Standards	Part A site visit documents adherence

#### Dates Revised:

2/23/06, 2/14/07, 3/28/08, 10/13/14, 8/29/16, 11/28/16, 1/23/17, 4/23/18, 10/12/20